

REQUEST FOR PURCHASE IN EXCESS OF \$20,000/CHANGE ORDER



To: MAYOR AND CITY COUNCIL

Agenda Item #: IV. K.

From: Tom M. Schmitz, Fire Chief

The Recommended Bid is

☒ Within Budget

☐ Not Within Budget

Date: March 17, 2015

Subject: Request for Purchase – Fire Station I Duct Insulation

Date Bid Opened or Quote Received:

January 16, 2015

Bid or Expiration Date:

Company:

Gagnon, Inc.

Amount of Quote or Bid:

\$19,850.00

Recommended Quote or Bid:

Gagnon, Inc.

General Information:

The purchase will meet the approved CIP initiative to insulate the mechanical duct work at Fire Station I. Energy conservation will be achieved through a reduction in heat loss as the air moves through the duct work. In addition, energy conservation will be achieved when cooled air is maintained to its intended destination and loss of heat energy through condensation will be reduced through properly insulated duct work.

The initial estimate was over \$40,000. Updated quotes are well below the original estimate while maintaining the same scope of work. Our City HVAC Specialist has reviewed the scope of work and recommends this purchase.

Staff recommends the approval to purchase.